APPROVED

MCCPS Board of Trustees

Minutes

Board of Trustees Monthly Meeting

Date and Time
Tuesday March 31, 2020 at 7:00 PM

Location
Topic: MCCPS Board of Trustees
Time: Mar 31, 2020 07:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://us04web.zoom.us/j/3898394128? pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09
Meeting ID: 389 839 4128
Password: MCCPS

Trustees Present
Artie Sullivan (remote), Ellen Lodgen (remote), Fred Ferris (remote), Ian Hunt (remote), Jessica Xiarhos (remote), Karl Smith (remote), Paul Baker (remote), Peter Cheney (remote), Peter Cohen (remote), Rebecca Whidden (remote), Richard Doron (remote), Rodolphe Herve (remote), Stephen Veiga (remote)

Trustees Absent
None

Trustees who arrived after the meeting opened
Peter Cheney, Richard Doron

Guests Present

Adria Smith (remote), Brian Burns, Carol McEnaney (remote), Doris Hasbun, Jeff Barry (remote), NDack Toure (remote), Tyler Hains

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I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Artie Sullivan called a meeting of the board of trustees of MCCPS Board of Trustees to order on Tuesday Mar 31, 2020 at 7:02 PM.

C. Accept Remote Participation

Artie Sullivan explained that remote participation is now allowed in light of Covid 19 outbreak based on Governor Baker's order regarding public bodies' meetings, and his motion will reflect that.
Artie Sullivan made a motion to ...In light of the ongoing COVID-19 coronavirus outbreak, Governor Baker issued an emergency Order on March 12, 2020, allowing public bodies greater flexibility in utilizing technology in the conduct of meetings under the Open Meeting Law. This committee makes a motion to accept this Executive Order for this meeting of the Board of Trustees of Marblehead Community Charter Public School, on March 31, 2020.
Fred Ferris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Fred Ferris	Aye
Peter Cheney	Absent
Ellen Lodgen	Aye
Peter Cohen	Aye
Karl Smith	Aye
Jessica Xiarhos	Aye
Rebecca Whidden	Aye
Artie Sullivan	Aye
Stephen Veiga	Aye
Rodolphe Herve	Aye
Richard Doron	Absent
Ian Hunt	Aye
Paul Baker	Aye

D. Approve Minutes

Stephen Veiga made a motion to approve the minutes from Board of Trustees Monthly Meeting on 02-25-20.
Ian Hunt seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Jessica Xiarhos	Aye
Rebecca Whidden	Abstain
Peter Cohen	Aye
Peter Cheney	Absent
Paul Baker	Aye
Karl Smith	Aye
Ellen Lodgen	Aye
Fred Ferris	Aye
Artie Sullivan	Aye
Richard Doron	Absent
Ian Hunt	Aye
Rodolphe Herve	Aye
Stephen Veiga	Aye

II. Public Comment

A. Public Comment

Peter Cheney arrived.
Mr. Sullivan polled each of the public participants to determine if anyone had comments. The general consensus from the group were hopeful statements and wishes that everyone was doing well.

Artie then took the opportunity to thank Peter, the teachers, and administrative staff present.
Several board members also expressed their gratitude and appreciation for everything that has been accomplished to date.

III. Review of Previous Meeting Action Items

A. Review of Previous Meeting Action Items

Artie Sullivan briefly reviewed the action items, noting primary concerns regarding new board members, alumni participation, etc.

IV. Board Annual Items

A. Upcoming Meeting Agenda Items

Artie Sullivan indicated that the determination was made to hold off on the following items:
- Satisfaction surveys

- HOS goals presentation and evaluation

The group then determined that June 13th would be the preferred date for the board retreat.

Richard Doron arrived.

B. Board Goals for SY 2019-2020

For the Board goals - Artie Sullivan reviewed the main goals including:

- Strategic plan
- Board health and sustainability
- Board training

Dr. Cohen discussed the Essex County training session which was converted to more of a virtual training session. He has only been able to attend one on-line session and is looking forward to other possible on-line offerings.

V. HOS Report

A. Monthly Report

Peter Cohen - reviewed the HOS report in detail.
Please refer to the report for all of the detailed information covered.

Key topics discussed included:

- Staffing and personnel updates
- Interaction and communication with counterparts at Marblehead Public Schools, Board of Health, Police, Fire departments, etc.
- The overall on-line learning community - and the MCCPS approach
- Enrollment

VI. Other Business

A. Goals on Board on Track

B. Out of State Travel and Field Trips

Jeff Barry responded to numerous questions regarding the major off-site trips that were cancelled due to the pandemic. While all of the dust is yet to settle, the administration believes there will be a combination of refunds / reimbursements along with some potential pre-payments on alternative future trips or activities.
For the Washington DC trip, Jeff believes there will be some lost deposit money - expected to be somewhere around $250 per participant.

Artie Sullivan made a motion to To not allow staff and students to not travel on school sponsored trips out of state through until the end of the 2020 school year.
Fred Ferris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Rodolphe Herve	Aye
Paul Baker	Aye
Peter Cheney	Aye
Artie Sullivan	Aye
Jessica Xiarhos	Aye
Karl Smith	Aye
Richard Doron	Aye
Rebecca Whidden	Aye
Stephen Veiga	Aye
Ian Hunt	Aye
Peter Cohen	Aye
Ellen Lodgen	Aye
Fred Ferris	Aye

C. Adjustments to Schedule

One of the board's primary function is to complete the evaluation of the Head of School and present him with an employment contract before the end of the current school year. In order to accomplish this, surveys need to be completed, Peter needs to present his self-assessment, and the board appraisals need to be performed.
The group discussed the anticipated timing of all of these items and also discussed potential modifications from the Personnel Committee for the evaluation.
The members understood the anticipated timing of events and committed to having all of the elements completed in time to present an updated contract to Peter by the end of the school year.

VII. Committee Updates

A. Governance Committee

Karl Smith provided an update to the group regarding ongoing initiatives of the Governance Committee. Overall there have been productive - although somewhat protracted discussions regarding updates to the school's by laws. The hope if for a draft that has been reviewed by outside counsel to be presented to the board during the May meeting.

B. Finance Committee

Rudi Herve and Jeff Barry provided the update regarding the financial status of the school.

It was noted that the state will continue to pay tuition even if school isn't officially in session.
Based on the cost saving measures enacted from the beginning of the school year (due to the known decrease in enrollment) the school appears to be able to operate a break-even levels through the end of June.

C. Personnel Committee

There were no major updates from Personnel - they are preparing for evaluation training for next month's meeting.

D. Academic Excellence

The teachers have been focused on remote learning activities and on-line interaction with the students.

E. Development

Ellen Lodgen noted the 25th anniversary party for the school would be postponed. The group is looking into alternative options and a potential on-line auction. More updates will be presented as the team navigates through the pandemic.

F. Strategic Plan Committee

G. Communications, and Community Relations Committee

H. Charter Renewal

I. BY Laws Task Force

VIII. Public Comment

A. Public Comment

At the second opportunity for public comments, there were none noted.

IX. Closing Items

A. Recap Action Items

B. Meeting Evaluation

Overall everyone was pleased with the remote call and will look to enhance or improve these zoom meetings as they become more standard or the new 'normal'.
Karl Smith made a motion to Adjourn the meeting.
Fred Ferris seconded the motion.

The board **VOTED** to approve the motion.

Roll Call	
Peter Cheney	Aye
Rodolphe Herve	Aye
Stephen Veiga	Aye
Peter Cohen	Aye
Jessica Xiarhos	Aye
Fred Ferris	Aye
Rebecca Whidden	Aye
Ian Hunt	Aye
Paul Baker	Aye
Artie Sullivan	Aye
Ellen Lodgen	Aye
Karl Smith	Aye
Richard Doron	Aye

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,
Karl Smith

Documents used during the meeting

- Financial Reports, Feb-20.pdf